



National Finance Center Customer Notification

Date of Notification: June 25, 2010

Subject: NFC's Independence Day Holiday Schedule

Customers Affected: All Customers

Dear Customer:

In observance of the Independence Day holiday, the National Finance Center's (NFC) offices will be closed Monday, July 5, 2010, including the following: (1) NFC's EmpowHR Help Desk, (2) NFC's Payroll/Personnel Call Center, (3) NFC's WebTA Help Desk servicing designated USDA, OOC and HUD customers, and (4) NFC's Administrative Billings and Collections Office and the Claims Inquiry lines.

All NFC applications will remain available during the holiday and payroll/personnel processing will continue on the normal schedule. Pay Period 13 T&As may be transmitted as early as Friday, July 2, 2010, but should be transmitted no later than COB Tuesday, July 6, 2010.

As always, the NFC Operations and Security Center staff will be available 24 hours per day, 7 days per week at 1-800-767-9641, 1-504-426-6435, or by sending an e-mail to osc.etix@usda.gov.

If you have any questions regarding this notification, please contact NFC's Client Management Branch at Customer.Support@usda.gov.

JC-M2-10-010/009

"Tip of the Week"

Agencies are reminded to update IRIS 124, Address/Check Information, with a current and valid address for all of their employees, especially those that move or separate. Updates for separated employees should be made no later than the pay period of separation.